

University Assessment Committee (UAC)

Minutes

September 9, 2013, 3-4PM

Fenner Hall

Attendees: Brian Bogert, Michael Garr, Diana Keosayan, Blake Mackesy, Amjad Nazzal, Philip Ruthkosky, Rhonda Waskiewicz, Adam Welch, Ge Xiao

- Meeting called to order by Brian Bogert at 3 pm
- Lengthy discussion regarding the charge or mission of the UAC as it relates to its description in the Faculty Handbook including:
 - Composition of the UAC
 - The relevant components of assessment for which the UAC should assume oversightLanguage was to be worked off line and the current version is below for committee review and approval at the next meeting
- Brian updated the committee on the summer activities
 - Met with Chair of FAC to plan a role out of institutional assessment issues.
 - An initial note was attached to the first full faculty meeting agenda
 - Brian and Rhonda plan to meet with FAC on September 24th
 - A brief assessment presentation is planned at the October faculty meeting
- The committee expressed an interest in General Education Assessment for 2013-14. It was suggested that John Hepp (GE chair) be invited to the next UAC meeting in order to determine how the UAC may assist the GE Committee or taskforce.
- Brian announced the progress on updating the UAC website. He expects to send the link to the committee prior to the next meeting.

Meeting adjourned at 4:05 pm

Next meeting TBD

Respectfully submitted,

Rhonda A. Waskiewicz

Handbook Language

A minimum of six faculty representatives, at least one appointed by each college dean and at least one appointed by the General Education Committee; two staff representatives appointed by the Vice President of Student Affairs; the Director of Information, Analysis and Planning (standing member); a representative from the Farley Library appointed by the Dean of the Library; any additional assessment experts appointed by the Provost; and two student representatives, one undergraduate, appointed by student government; and one graduate, appointed at the discretion of the committee.

The Faculty Chair(s) of the Assessment Committee will be elected by the Committee. Term limits for membership are for 3 years with an option to continue.

Functions:

1. Support, promote, coordinate, and otherwise facilitate assessment activities and best practices to advance institutional effectiveness and student learning across the University;
2. Ensure that goals and objectives developed by University programs or units are in alignment with the mission and are used for continuous improvement;
3. Communicate relevant information about assessment activity to all constituencies of Wilkes University.